



Priority Start Policy State Government Agency Annual Reporting Template

Each year, government contracting agencies and government trading enterprises applying the Priority Start policy are required to report their implementation of the policy over the financial year to the Department of Training and Workforce Development (the Department).

Please complete the tables below and forward the information to the Department via email at policy.prioritystart@dtwd.wa.gov.au by **30 September**.

Contracting agency details	
Agency name	
Contact person	
Position	
Email	
Telephone	

Contract name	Contract number	Target training rate: -5%, -11.5%, - other	Number of apprentices/ trainees	Number of construction trades workers	Training rate achieved
(please add rows as needed)					

Sanctions

Please indicate if your agency has applied any sanctions against head contractors for non-compliance.

1. Contract name	
Contract number	
Reason for the sanction(s)	
Sanction(s) applied	
2. Contract name	
Contract number	
Reason for the sanction(s)	
Sanction(s) applied	
Please provide feedback on any other issues your agency has encountered in implementing the <i>Priority Start Policy</i> .	